



# ASSISTANCE FOR BUSINESS CLINICS 2011

## Presentations from the following agencies:

### Dept. of Labor & Industry

Wage & Hour

### Dept. of Revenue

- Withholding Tax

### Clinic Schedule:

Registration

7:30 to 8:00

Opening Remarks & Agency

Presentations

8:00 - 5:00

8:00-4:00 - Glasgow &

Miles City

LUNCH BREAK MAY VARY

SLIGHTLY FROM CITY TO CITY

Human Rights - *No HR presentation in  
Glasgow or Miles City*

Unemployment Insurance Tax

Unemployment Insurance Benefits

Safety - Consultation Services

Workforce Services Division -

Employer Services & Tax Credits

The Assistance for Business Clinics are developed to assist NEW and ESTABLISHED employers, accountants, bookkeepers, human resource professionals and lawyers in constructing a proactive approach to prevent unnecessary claims and/or charges by providing updated reporting of state withholding, Unemployment Tax requirements, minimum wage laws, overtime laws, civil rights laws, new hire reporting, identity theft and federal tax incentives.

<u>City</u>	<u>Date</u>	<u>Location</u>	<u>Sponsor</u>	<u>Fee</u>
Bozeman	April 20	Holiday Inn	Chamber of Commerce	\$45/60*
Glasgow	May 3	Cottonwood Inn	Chamber of Commerce	\$30/40*
Glendive	May 4	Yellowstone River Inn	Chamber of Commerce	\$30/40*
Miles City	May 5	Miles Community College Rm 106	Chamber of Commerce	\$30
Kalispell	May 24	Hilton Garden Inn	Chamber of Commerce	\$50
Havre	June 2	MSU Northern-Applied Tech Bldg.	Chamber of Commerce	\$30
Helena	June 16	Red Lion	Chamber of Commerce	\$50
Billings	June 23	MSU Downtown Campus	MSU - Billings	\$50
Missoula	Sept. 7	Doubletree Hotel	Chamber of Commerce	\$50/60*
Great Falls	Sept. 21	Chilis/Macaroni Grill	Chamber of Commerce	\$50/60*

Registration fees are set by the local sponsor to cover facility costs, including lunch. For more information or to register, please contact your local sponsor. Enrollment may be limited, so please respond as soon as possible. Send your registration form and check payable to your local sponsor at least two weeks prior to the clinic. Sponsor addresses are listed on the back. \*Higher prices indicated are for participants that are not current chamber members and \*\* are for 2 or more attending participants. \*\*If special accommodations are needed notify local sponsor\*\*

### Registration Form - Assistance for Business Clinics

Name of Business \_\_\_\_\_ Phone Number \_\_\_\_\_  
 Address \_\_\_\_\_ Town/Zip \_\_\_\_\_  
 E-mail Address \_\_\_\_\_  
 # & Name(s) of Attendees \_\_\_\_\_

\*\*Check if needing CPE ☐ (9.0 hrs. - 8 hrs. Glasgow & Miles City),  
 CLE ☐ (unknown at this time) and/or  
 HRCI ☐ (unknown at this time) credits.

# **ASSISTANCE FOR BUSINESS CLINIC SPONSOR AND/OR CONTACT ADDRESSES**

## **Billings**

College of Professional Studies  
MSU Billings Downtown Campus  
214 N Broadway Ste 414  
Billings MT 59101  
896-5887

## **Glendive**

Chamber of Commerce  
808 N Merrill  
Glendive MT 59230  
377-5601

## **Glasgow**

Chamber of Commerce  
PO Box 832  
Glasgow MT 59230  
228-2222

## **Bozeman**

Chamber of Commerce  
2000 Commerce Way  
Bozeman MT 59715  
586-5421

## **Kalispell**

Chamber of Commerce  
15 Depot Park  
Kalispell MT 59901  
758-2800

## **Miles City**

Chamber of Commerce  
511 Pleasant  
Miles City MT 59301  
234-2890

## **Havre**

Chamber of Commerce  
PO Box 308  
130 5<sup>th</sup> Ave  
Havre MT 59501  
265-4383

## **Helena**

Chamber of Commerce  
225 Cruse Ave Suite A  
Helena MT 59601  
442-4120

## **Missoula**

Chamber of Commerce  
PO Box 7577  
825 E Front Street  
Missoula MT 59807  
543-6623

## **Great Falls**

Chamber of Commerce  
100 1<sup>st</sup> Ave North  
Great Falls MT 59401  
761-4434